



QUEEN'S

JOB DESCRIPTION

Job Title:	Maths/Science KS2 & KS3 Teacher
Hours:	Part Time/Full time
Status:	Permanent

Responsible to: Heads of Faculties for Maths and Science

Job Purpose: Provide an outstanding student experience through teaching, learning and assessment, enabling students to maximise their potential.

Main Duties: Teaching Maths and Science across KS2 and KS3. Delivering engaging, well structured lessons that build confidence and curiosity. There is also the possibility of GCSE teaching or Prep School Science Lead for the right candidate.

Teaching and Learning

- Contribute to the raising of standards of pupil achievement through effective planning, teaching, and classroom practice.
- Maintain high standards of subject knowledge and understanding, promoting the values, principles, and priorities of Queen's College.
- Support the College in achieving its strategic aims and educational objectives.
- Provide extra tuition to pupils where appropriate to help them reach their full potential.
- Develop and deliver innovative and engaging teaching using a range of multi-sensory approaches, including appropriate resources.
- Use baseline and ongoing assessment to monitor pupil progress.
- Maintain accurate and detailed records of pupil performance, including target setting, progress tracking, and report writing.
- Collaborate with colleagues regarding pupil progress, behaviour, and learning strategies to promote academic success and self-esteem.
- Attend faculty meetings and contribute to the strategic development and collaborative culture of the department.

- Develop teaching resources and methods that reflect best practice and contribute to the quality of provision across the faculty.
- Communicate effectively with parents and guardians via email, phone, or meetings as appropriate.
- Attend relevant CPD opportunities to remain up to date with current educational practice and developments in the subject area.
- Liaise regularly with the Head of Faculty and support them in carrying out their responsibilities.

Whole School Responsibilities

- Act as an effective tutor within the year system and contribute to the pastoral care and welfare of pupils.
- Communicate proactively with colleagues and the school's safeguarding team regarding the welfare and safeguarding of students.
- Contribute to some of the Saturday co-curricular programmes and other weekday after-school activities as part of the wider life of the school.
- Attend full staff meetings, parents' evenings, assemblies, and other school events as required.

Person Specification

Qualifications and Experience

- Educated to degree level with QTS or equivalent.
- **Essential:** Key Stage 3 maths and science teaching experience.
- **Desirable:** Key Stage 2 and/or GCSE maths and/or GCSE science teaching experience.
- Confident and proficient IT user.

Knowledge

- Excellent subject knowledge with a strong record of pupil achievement.
- Demonstrates outstanding classroom practice and the ability to inspire pupils through imaginative teaching.
- Sound understanding of effective pastoral care and safeguarding principles.
- Up-to-date knowledge of curriculum developments and assessment strategies.
- Skilled in using ICT to enhance teaching and learning.

Skills and Abilities

- Strong communication and interpersonal skills.

- Ability to use assessment data to inform planning and set meaningful targets.
- Excellent organisational and administrative abilities.
- Strong classroom management and ability to foster positive learning environments.
- Proven track record of student success and progression.
- Ability to motivate, engage, and inspire students through a genuine passion for the subject.

Personal and Professional Qualities

- Committed to promoting the safety and wellbeing of all pupils.
- Willingness to be fully involved in school life and co-curricular activities.
- Empathetic, aspirational, and believes in the potential of every learner.
- Resilient, pragmatic, and adaptable.
- Innovative and creative thinker with a collaborative mindset.
- Commitment to ongoing professional development.
- Demonstrates high expectations of students and self.

Child Protection and Safeguarding

Safeguarding and promoting the welfare of children is everyone's responsibility. Everyone who comes into contact with children and their families has a role to play. In order to fulfil this responsibility effectively, all practitioners should make sure their approach is child-centred. This means that they should consider, at all times, what is in the best interests of the child (KCSiE 2025).

You must comply with the Queen's College Child Protection and Safeguarding Policy and Procedures and the requirement to report any concerns relating to the safety or welfare of children.

Additional Duties:

To undertake such additional duties as may be reasonably required commensurate with the level of responsibility within the College.

The post-holder will undertake assigned duties and responsibilities, ensuring that all actions are discharged within the regulatory and legislative requirements to which the College is subject.

March 2026

This job description is current at the above date. In consultation with the post holder it is liable to variation by the School to reflect actual, contemplated or proposed changes in or to the job.

Signed

Print name

Dated

(Post holder)

Signed

Print name

Dated

(Line Manager)